

PIC STAFF

And the languages we speak:

Regina Bertholdo — Director x 6960

English, Portuguese and Spanish

Aida Corredor — Parent Liaison x 6961

English, Spanish and Portuguese

Marjorie Alexander — Parent Liaison x 6963

English, Haitian Creole and French

Herenia Hernandez — Parent Liaison x 6703

English, Spanish and Portuguese

Simone Braga — Parent Liaison x 6964

English, Portuguese and Spanish

Evelyn Scheri — Secretary x 6962

English

Marlene Bartlett, RN — PIC Nurse x 6967

English

Dr. Frank DiChiappari

Student Assignment Officer x 6030

Parent Liaisons:

Parent Liaisons are available to answer questions about the schools, program options, and community resources.

**Other Family Resources in the
Somerville Public Schools
(617) 625-6600**

See extension numbers below:

- **Parent Resource Rooms**
Kennedy School (playgroups) x 6608
Albert F. Argenziano School (playgroups) x 6680 (playgroups)
- **Somerville Community Schools**
ext. 6970 (after school programs)
- **Somerville Family Network (SFN)**
ext. 6990 (support for families with children birth through three)
- **Parent Child Home Program (PCHP)**
ext. 6965 (home based early literacy program for Somerville families with children age 16 months and older)
- **Joint Family Support Program (JFSP)**
Ext. 6992 (coordinates family outreach, education, and support initiatives through the SFN and PCHP for families who otherwise wouldn't participate in a pre-school program)
- **Community Partnership for Children (CPC)**
ext. 6966 (supports preschool programs)
- **Title I Parent Center**
ext. 6798 (Winter Hill community School)
- **SCALE**
ext. 6900 (adult education)

Somerville Public Schools Website:

www.somerville.k12.ma.us



Parent Information Center

**42 Prescott Street
Somerville, MA 02143
(617) 625-6600 X 6962
Fax: (617) 776-6691**

- * We register and assign students in the Somerville Public Schools.
- * Our multicultural and multilingual staff is supportive to families.
- * We are dedicated to serve all families equitably

HOURS: Monday — Thursday 8 am — 4 pm
Friday 10 am — 4 pm
Friday — Staff Meeting 8 am — 10 am
Nurse at PIC — school days/hours

**SUMMER HOURS:
Monday—Friday 8 am—3:30 pm**

Revised: 09/07

Pre-School — Grade 12 Student Registration Process

Documents needed:

- **Birth certificate:** (proof of age).
- **Medical:** Copy of recent physical and documentation of immunizations.
- **Transfer Slip:** If transferring from another school in Massachusetts (Grades 1 to 12).
- **Report Card** or an official document from the sending school if coming from out of state for Grades 1-8.
- **Transcript and Discipline Report** for High School students.
- **Current IEP** (For students receiving Special Education services).
- **Verification of Residency in Somerville**
All applicants must submit at least **one (1) document from each Column A and Column B:**

Column A

Record of most recent Mortgage Payment

Copy of current Lease (including SHA and HUD Leases) **AND** record of most recent rent payment.

Residency affidavit From Landlord affirming tenancy **AND** copy of current Utility bill in landlord's name.

Section 8 agreement.

Column B

Utility bill or work order dated within the past sixty (60) days including:

Gas bill
Oil bill
Electric bill
Home telephone bill
Cable bill

Bank statement
Valid MA driver's license
Current vehicle registration
Valid MA photo
Identification card

Dated within the past year:
W 2 form

Column A (continued)

Alternative Residency Affidavit
(see PIC liaison)

Column B (continued)

Excise (vehicle) tax bill
Property tax bill

Testing:

Students whose first language is not English will be tested. Program recommendation will be made according to test results. Parents can decide whether they prefer Structured English Immersion Program (SEIP) or mainstream classes.

School choice:

Families indicate their first three choices of schools. Many parents choose a school based on closeness to their home, work or after school arrangements, and magnet theme.

School assignments:

Are based on:

- Parent's choice
- Space availability
- Neighborhood
- Sibling preference

Wait Lists:

Students are placed on a wait list if there is no seat available in their first choice school. Parents are notified immediately when a seat becomes available. The wait list is in effect through December 31st. After January 1st, parents may put in a transfer request for the following year.

Intra-District Student Transfer Requests:

Transfer Request forms may be filled out at the PIC. Parents exiting their children from SEIP to Standard Education should bring with them a SEIP Exit Form signed by the teacher. Parents will receive a letter of notification. If the transfer request is denied due to space availability, the student's name may be placed on a wait list if parent/guardian completes a Wait List Request Form.

Somerville Pubic Schools (617) 625-6600

Albert F. Argenziano (K-8) x6680
SEIP (1-5)
290 Washington Street

Brown (K-6) x6400
201 Willow Avenue

Michael E. Capuano Early Childhood Center (PreK, K & SEIP K) x3600
150 Glen Street

East Somerville (1-8) x6500
Unidos Program (K-8) x6500
(2 way Bilingual)
115 Pearl Street

Healey (K-8) x6530
Choice Program (K-6) x6530
5 Meacham Street

Kennedy (K-8) x6600
5 Cherry Street

West Somerville (K-8) x6440
177 Powder House Boulevard

Winter Hill (K-8) (SEIP 6-8) x6750
115 Sycamore Street

Somerville High School x6100
81 Highland Avenue

Next Wave Alternative Junior High
8 Bonair Street x6870

Full Circle High School
8 Bonair Street x6860